FilmL.A., Inc.
1201 W. 5th Street, Suite T-800
Los Angeles, CA 90017
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

## Summary Information

**Permit No:** F00033907 **Type of Permit:** FILMING **Release Date:** 11/15/2010

**Production Company** OPEN 4 BUSINESS PRODUCTIONS

**Insured Company Name** OPEN 4 BUSINESS PRODUCTIONS

Contact Phone No. 1 310-202-4436
Contact Phone No. 2 818-261-6179
Fax
Address 9336 W WASHINGTON BLVD, CULVER CITY, California 90232

**Production Title** PARKS & REC

**Type of Production** TV Sitcom

**Producer** Morgan Sackett

**Director** tbd tbd

**1st AD** tbd tbd

**Production Manager** David Hymen

**FilmL.A. Coordinator** JDP - Jason Del Paine

**Location Manager** Paul Boydston
Primary Phone Mobile - 213-703-7027
Secondary Phone Office - 818-655-7840

**Location Assistant** none none
Primary Phone Office - 818-655-7840
Secondary Phone

### Fees

| | |
|---|---|
| FILMLA FILM APPLICATION FEE | $625.00 |
| LA CITY DEPT OF REC AND PARKS - FILM USE FEE | $450.00 |
| LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE | $361.00 |
| LA CITY FIRE DEPARTMENT SPOT CHECK SURCHARGE | $85.00 |

**Total Permit Fee** $1,521.00

**Number of Locations** 2

NOT A PERMIT

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## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00033907 | **Location Manager** | Paul Boydston |
| **Production Company** | OPEN 4 BUSINESS PRODUCTIONS | Primary Phone | Mobile - 213-703-7027 |
| **Insured Company** | OPEN 4 BUSINESS PRODUCTIONS | Secondary Phone | Office - 818-655-7840 |
| **Production Title** | PARKS & REC | | |

**Location Address** Sherman Way, White Oak Ave, 101 Fwy, 405 Fwy inclusive (EXCLUDING FREEWAYS), San Fernando Valley, CA, 91436

**Location Type** Driving grid

**Film Dates** 11/16/2010 - 11/16/2010 07:00 - 15:00

**Open or Closed to the Public** Open

**Generic Conditions**
Must Maintain 5' Clearance on Sidewalks/Walkways
No stopping or setting up in front of merchants or residents without prior approval
Number of uniformed officers listed on the permit is a minimum requirement. Permittee remains responsible for deploying a sufficient number of uniformed officers to provide traffic and crowd control to ensure the safety of the film crew and the public.
Traffic control must be done in accordance w/MUTCD
Traffic Officers Required
Uniformed officers shall have a copy of the film permit in their possession and are required to confirm that all traffic control signage devices are in place.

**Please see attached document** F33907, Open 4 Business.pdf

**Equipment on Location**

| Type | Quantity |
|---|---|
| Camera cars | 1 |
| Picture vehicles | 1 |
| Process Trailer | 1 |
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 5 |
| Crew | 15 |
| Off-Duty/Retired LAPD Officer(s) | 4 |

**Filming Activities** Car-to-Car; Intermittent traffic control - 2 minutes standard; Process Trailer; Tow shots; Camera on sticks;

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**Approvals** LOS ANGELES POLICE DEPARTMENT Melissa Hernandez

**Parking**

**Base Camp**
Location Type : Location

**Crew Parking**
Location Type : Location

NO PERMIT

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## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00033907 | **Location Manager** | Paul Boydston |
| **Production Company** | OPEN 4 BUSINESS PRODUCTIONS | Primary Phone | Mobile - 213-703-7027 |
| **Insured Company** | OPEN 4 BUSINESS PRODUCTIONS | Secondary Phone | Office - 818-655-7840 |
| **Production Title** | PARKS & REC | | |

**Location Address** 16200 Burbank Blvd, Los Angeles, CA, 91436

**Location Name** HJELTE SPORTS CENTER

**Location Type** Park

**Location Description** HJELTE SPORTS CENTER

**Film Dates** 11/16/2010 - 11/16/2010 05:30 - 15:00

**Open or Closed to the Public** Closed

**Generic Conditions** Must Maintain 5' Clearance on Sidewalks/Walkways
No Cast and Crew parking on areas streets.
No interference with vehicular or pedestrian traffic

**Please see attached document** s33641-a, Microsoft Word - Hjelte.pdf

**Equipment on Location**

| Type | Quantity |
|---|---|
| 5 or 10 ton trucks | 4 |
| Cast/Crew vehicles | 70 |
| Cube Trucks | 4 |
| Generator | 1 |
| Honey Wagons | 1 |
| Motor Homes | 4 |
| Portable restrooms | 1 |
| Stakebed Trucks | 3 |
| Vans | 4 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 5 |
| Crew | 70 |
| Rec & Park Monitor required | 1 |

**Filming Activities** Exterior Dialogue on northwest ball field number 1;

**Jurisdiction** **Political:** Los Angeles City - Council District 12 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

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**Approvals** LOS ANGELES POLICE DEPARTMENT — Melissa Hernandez
LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE — Clarisse Ribeiro

**Coordinator Note** BASECAMP: 11/16/2010, 0530-1500
FILMING: 11/16/2010, 0600-0900

RAPG MONITOR REQUIRED:
11/16/2010, 0530-1500

**Parking**

**Base Camp**
Location Type : Location
Street : Dirt lot, need access for as early as 0530

**Crew Parking**
Location Type : To Be Determined

NOT A PERMIT

## Appointment of Pacific Production Services
## As Authorized Agent and Representative

I certify that I am a representative of Open Business ("Principal") and am authorized to enter into binding contractual agreements on its behalf. I further certify that I am authorized by Principal to appoint other representatives and agents for Principal and to give such representatives and agents authority to enter into and bind Principal to agreements relating to the issuance of and compliance with location film (e.g. theatrical, television, commercial and other motion picture filming) and still photographic permits, including the permits themselves and any riders to such permits. Acting on behalf of Principal in my capacity as its authorized representative, I appoint Pacific Production Services and it employees and agents ("PPS") as Principal's authorized representatives and agents to apply for location film (e.g. theatrical, television, commercial and other motion picture filming) and still photographic permits on behalf of Principal through FilmLA, Inc. for any city, county or through any other jurisdictions where FilmLA, Inc. operates, to negotiate, discuss, accept, modify, agree to and bind Principal to the terms and conditions of such permits (including all restrictions and/or community guidelines applicable to any such permit); and to execute such permits on behalf of Principal. Principal understands, acknowledges and agrees that it (and/or its insurer) remains responsible and liable for all obligations imposed by or incidental to any permit or rider issued to Principal signed by any employee or agent of (including any coordinator, runner or messenger used by) PPS. Principal further agrees to comply with the terms and conditions of any such permits and hereby appoints PPS as an authorized representative to facilitate compliance with such terms and conditions following issuance of any such permits and to enter into agreements for Principal with respect thereto. Any person, agency, entity, or organization (including FilmLA, Inc. and any city, county or other jurisdictions where FilmLA, Inc. operates) may rely upon this appointment and need not obtain further authorization for any act described herein. An original or faxed copy of this appointment shall be sufficient, and may be treated as an original for your purposes. The appointment may be revoked by Principal at any time in writing delivered to FilmLA, Inc., but in any case shall expire one (1) year from the date of execution set forth below.

I declare under penalty of perjury under the laws of the State of California that I am authorized to appoint PPS as agent for Principal, and based upon that authority I hereby appoint PPS as Principal's agent as set forth herein.

Date: 10/22/10

X _____

Representative's Signature

Paul Baydston

Representative's Name (Please Print)

Location Manager

Representative's Title (Please Print)

Open Business

Name of Principal (i.e. company name) (Please Print)

9336 Washington

Culver City

90232

Principal's Mailing Address (Please Print)

_____

Principal's Phone Number (Please Print)

Pacific Production Services
Eric Nichols, President
6513 Hollywood Blvd, Suite 214
Hollywood, CA. 90028
Ph. 323-465-9179 Fx. 323-465-9869

NOT A PERMIT

PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

# Film Production Guidelines

**Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.**

## HJELTE

- OK to film on the baseball diamonds at Hjelte Sports Complex until 9am.
- OK to have raccoons on site with animal regulations permit.
- Animals must be contained or with handler at all times.
- Co. must clean up after all animals.
- OK to use up to 50 spaces in the Hjelte parking lot, along the Western fence on the dirt portion of the lot for basecamp.
- A 20' unobstructed emergency lane must be left open at all times.
- Must leave paved portion of lot for park patrons.
- May not block dumpsters at any time.
- May not block any service roads at any time.
- May not block maintenance room, no exceptions.
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.

NOT A PERMIT

- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

**F-33641-a**
**OPEN 4 BUSINESS PRODUCTIONS – PARKS AND RECREATION**
**(HJELTE SPORTS COMPLEX)**

NOT A PERMIT